



Academic Calendar

2025-26

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4th Class Power Engineering

Certificate, On-Campus, Lac La Biche Campus

Learn about boilers, steam and gas turbines, generators, pumps, compressors, pressure vessels and more. This is an intense program with exceptional practicums in the oil and gas industry and excellent career opportunities.

4th Class Certification includes 25 weeks of study and 160 hours (1 month) field placement.

Admission Requirements:

High School Diploma or equivalent with:

- English 10-1 Or 10-2 at 65%
- Math 10C at 65%
- Science 10 at 65%
- Physics 20 (recommended)

Recommended to have a Valid H2S course (that will not expire in your academic year)

Program acceptance will include a selection process based on high school marks, other related certifications, work experience, and a program interview.

Curriculum:

Required Courses				Credits
PENG	112	4 th Class Power Engineering Lab		4
PENG	113A	4 th Class Power Engineering Theory A		13
PENG	113B	4 th Class Power Engineering Theory B		15
PENG	114	4 th Class Field Placement		4
				36

Transferability:

Students who successfully complete this program will be eligible to write Part “A” and “B” of the Interprovincial 4th Class Power Engineering exams. Students Obtaining a 4th Class Power Engineering Certificate may progress to 3rd Class Power Engineering training offered at Portage College. Please check the current Alberta Power Engineers Regulation under the Safety Codes Act for further information. Please refer to Program Policy for information regarding requirements to complete the applicable course.

Career Potential:

A student with the appropriate training in the power engineering field who possesses a valid power engineering certificate may find career opportunities in the oil and gas industries, electrical utilities companies, chemical processing plants, pulp, and paper industries, and building operations.

3rd Class Power Engineering

On-Campus, Lac La Biche

Learn about boilers, steam and gas turbines, generators, pumps, compressors, pressure vessels and more. This is an intense program with exceptional practicums in the oil and gas industry and excellent career opportunities.

3rd Class Certification includes 52 weeks of study and 960 hours (6-8 month) field placement.

Admission Requirements:

- English Language Arts at 65%
- Math 20 at 65%
- Physics 20 at 65%
- Valid interprovincial 4th Class Power Engineering Certificate

Curriculum:

<u>Required Courses</u>			<u>Credits</u>
PENG	200	Applied Science	10
PENG	202	Plant Services	10
PENG	204	Steam Generation	6
PENG	206	Prime Movers and Auxiliaries	6
PENG	220	3 rd Class Field Placement	15
			47

Transferability:

Students who complete this program will qualify to write the Part "A" and "B" 3rd Class Power Engineering Interprovincial Exams. Please check the current Alberta Engineers Regulation under the Safety Codes for further information. Please check Program Policy for information regarding requirements to complete applicable course.

Career Potential:

A student with the appropriate training in the power engineering field who possesses a valid power engineering certificate may find career opportunities in the oil and gas industries, electrical utilities companies, chemical processing plants, pulp, and paper industries, and building operations.

Academic Foundations

On-Campus, Lac La Biche, St. Paul, Online, Hyflex, Face-to-face

Academic Foundations will prepare you for the high school courses that you need. This foundational learning program includes English Communications, Mathematics, Computer Literacy, and Job Preparation and Maintenance courses and is delivered through Hyflex Learning. Hyflex allows students to learn either on-site or online for the duration of the course.

These 16-week courses will prepare you for future studies in a program of your choosing. Courses are pre-high school level.

Admission Requirements:

Educational

- Completion of program placement test (Course placement is dependent on testing results)

Other

- Students interested in applying will need to contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process.
- Interview
- Training Plan

Course Listing			Credits
COML	003A	Computer Literacy 300A	0
COML	003B	Computer Literacy 300B	0
COMM	003A	Communications 300A	0
COMM	003B	Communications 300B	0
DIAW	101	Diversity Awareness	0
CTR	1010	Job Preparation	1
MATH	002	Mathematics 200	0
MATH	003	Mathematics 300	0
MATH	1041	Mathematics Preparation 10	5
			6

Advanced Care Paramedic

Diploma, On-Campus, Lac La Biche, Blended Delivery

The significant demand for advanced care paramedics throughout the province in rural, urban, and industrial settings provides graduates with a broad range of career opportunities.

Admission Requirements:

Educational

- Successful completion of Primary Care Paramedic (PCP) or EMT program
- Biology 30 with minimum 60%
- English 30-2 with minimum 70% or equivalent
- Math 20-2 with minimum 60% or equivalent
- Chemistry 30 strongly recommended.
- Other
- ESL – ALL students whose first language is not English must meet one of the following:
 - IELTS Academic Format with minimum scores: Listening 7.5, Reading 6.5, Writing 7.0, Speaking 7.0
 - TOEFL iBT (internet based) with minimum test scores: Listening 23, Reading 21, Writing 25, Speaking 22

Note: testing must have been completed within two years prior to application to the program

- Minimum age 18
- Must attend mandatory Selection Interview and Exam

Required Documents Following Successful Selection Interview and Exam

- Valid Heart and Stroke Foundation Basic Life Support (BLS) certification (issued within one year of course start date)
- Photocopy of current Class 4 Alberta driver's license.
- Completed and signed Driver's License waiver.
- Police Information Check and Vulnerable Sector Search dated after June 30 and must be submitted within two months of program start date.
- Required signed forms: Police Information Check Waiver, Immunization form, immunization and Placement Disclosure Waiver and Health Status Form.

- iPad, tablet, or smartphone for use with CompTracker Program.
- Refer to Moodle for minimum technical requirements.

Curriculum:

Year 1 Required Courses			Credits
BIOL	230	Anatomy I	3
COMM	135	Communications for Health Professionals	3
EMS	250	Professional Driving	1
ACP	203	Intermediate Skills	5
ACP	226	Obstetrics	3
HEED	105	Personal Health & Wellness	3
PHRM	250	Pharmacotherapeutics for Health professionals	3
ACP	221	Physical Examination & History Gathering	3
BIOL	231	Physiology I	3
BIOL	232	Physiology II	3
ACP	227	Professional Paramedics III	2
			32

Year 2 Required Courses			Credits
ACP	212	Advanced Pharmacology	6
ACP	202	Advanced Skills	6
ACP	241	Aeromedical	3
ACP	250	Age Specific Advanced Care	1
ACP	242	Clinical Placement	6
ACP	222	Emergency Diagnosis and Treatment	6
ACP	248	Final Ambulance Placement	6
ACP	246	Initial Ambulance Placement	6
			40

Transferability:

Transfer credits listed on the [ACAT \(Alberta Council on Admissions and Transfer\)](#) website will be approved for transfer credit to Portage College. Specific credit awards to a program are subject to the requirements and regulations of the admitting program and may vary from the total credit awarded by Portage College. To determine if this program transfers to other institutions, refer to the [ACAT website](#).

Addictions Counselling Diploma

Diploma, On-Campus, Lac La Biche

The two-year Addiction Counselling program will provide learners with comprehensive knowledge and preparation for a career in the addiction field. This program prepares learners to integrate theory and practical skills to work with individuals, families, groups, and communities. In addition to foundational skills, learners reflect on their beliefs and values to develop relevant professional skills to work with a diverse clientele including multicultural and Indigenous populations.

Admission Requirements:

Educational

- English Language Arts 30-1 at 60% or English Language Arts 30-2 at 70% (Those who do not meet the admission requirements are encouraged to look into [Open Studies](#))

Required Documents

- Three academic/professional letters of reference (within the last 5 years)
- Criminal Record Check
- Child and Welfare Intervention Check
- Signed Student Agreement declaring free from substance abuse.

Career Potential:

Addictions Counsellor, Social Work.

Curriculum:

Year 1 Required Courses			Credits
ADDG	111	Introduction to Addictions Studies	3
COMM	111	Interpersonal Relationships and Communications Skills	3
ENGL	102	Introductory Composition	3
HMSV	151	Introduction to Counselling	3
PSYC	104	Introductory Psychology	3
ADDG	132	Physiology and Pharmacology of Addiction	3
ADDG	298	Addiction Studies Practicum	6
ADDG	232	Suicide Prevention and Mental Health Early Intervention	3
ADDG	251	Advanced Assessment, Documentation and Case Management	3
INDG	111	Introduction to Indigenous Studies	3
HMSV	251	Social Policy	3
			36

Curriculum:

Year 2 Required Courses			Credits
Addictions Treatment, Theories, and Application			
HMSV	241	Addictions and Family Dynamics	
INDG	221	Indigenous Approaches to Healing and Wellness	
HMSV	252	Facilitating Groups	
PHYS	202	Developmental Psychology	3
ADDG	231	Prevention and Relapse Planning	
ADDG	252	Program Delivery, Development, and Evaluation	
ADDG	299	Addictions Studies Practicum II	
		Motivational Interviewing	

Apprenticeship Carpentry

Apprenticeship, Lac La Biche, On-Campus

The Apprentice Carpentry program at Portage College offers hands-on training and practical experience to students aspiring to become skilled carpenters. This program combines classroom instruction with extensive lab training, focusing on foundational carpentry skills such as framing, roofing, finishing, and cabinetmaking. Students learn how to read blueprints, use carpentry tools, and apply safety standards, preparing them for work in residential, commercial, and industrial construction. Graduates of the program are equipped with the knowledge and experience needed to pursue their Red Seal certification and craft a successful career in carpentry.

Upon completion, students will have the opportunity to gain work experience through apprenticeship placements, which are a critical part of the certification process. Successful graduates are well-prepared to pursue their Journeyman status and begin a rewarding career as a Carpenter.

Curriculum:

Period 1 Course Requirements Credits

CARP	145	Safety & Building Materials	0
CARP	150	Tools	0
CARP	155	Site Preparation, Building Layout, Foundations & Floor Frame Systems	0
CARP	170	Residential Estimating & Drawing Interpretation	0
CARP	180	Shop	0

Period 2 Course Requirements Credits

CARP	235	Wood Frame Roofs	0
CARP	240	Interior & Exterior Finishes	0
CARP	245	Wood Stairs	0
CARP	250	Light Commercial Estimating & Drawing Interpretation	0
CARP	280	Lab/Shop	0

Period 3 Course Requirements Credits

CARP	335	Concrete & Building Layout	0
CARP	340	Commercial Form Work	0
CARP	345	Commercial Interiors & Exteriors	0
CARP	350	Commercial Estimating & Drawing Interpretation	0
CARP	380	Lab/Shop	0

Period 4 Course Requirements Credits

CARP	440	Workplace Organization & Interior Finishes	0
CARP	445	Advances Roof Framing & Stairs	0
CARP	450	Renovations, Building Design, Energy Efficiency & Building Science	0
CARP	455	Industrial Estimating & Drawing Interpretation	0
CARP	480	Lab/Shop	0

Admission Requirements:

PERIOD 1

Students must be a registered apprentice with Alberta Apprenticeship and Industry Training (AIT) and be eligible for the identified period training.

PERIOD 2

Successful Completion of Period 1

PERIOD 3

Successful completion of Period 2

PERIOD 4

Successful completion of Period 3

Transferability:

The technical training is the standard through the province; therefore, apprentices may take their training at Portage College or any college or technical institute in Alberta offering Carpentry Apprenticeship training.

Career Potential:

Employment as an Apprentice Carpenter. Higher levels of apprenticeship create opportunities such as advancement in the field, enhanced skills and responsibilities, higher pay and increased job opportunities. Each level is another step to fulfilling the requirements to obtain a journeyman ticket

Apprenticeship Electrician

Apprenticeship, Cold Lake, Blended Delivery

Learn to install, maintain, repair, and operate electrical wiring and devices safely. Complete all four periods of training to earn your electrician certificate and qualify to take the provincial exam to get your journeyman certificate and red seal exam.

Admission Requirements:

PERIOD 1

Students must be a registered apprentice with Alberta Apprenticeship and Industry Training (AIT) and be eligible for the identified period training.

PERIOD 2

Successful Completion of Period 1

PERIOD 3

Successful completion of Period 2

PERIOD 4

Successful completion of Period 3

Curriculum:

Period 1 Course Requirements Credits

ELEC	105	Electrical Systems	0
ELEC	110	Foundational Skills, Job Responsibilities, Procedures, Tools, Equipment & Instruments	0
ELEC	115	Lab Fundamentals	0
ELEC	120	Codes and Standards	0
ELEC	125	Electrical 1 Lab/Shop	0

Period 2 Course Requirements Credits

ELEC	205	Electrical Theory, Circuit Fundamentals & Electronics	0
ELEC	215	Foundational Skills, Job Responsibilities & Procedures, Codes & Standards	0
ELEC	220	Electrical Systems	0
ELEC	230	Electrical 2 Lab/Shop	0

Period 3 Course Requirements Credits

ELEC	335	Codes & Standards, Tools, Equipment, & Instruments	0
ELEC	345	Electrical Theory, Circuit Fundamentals & Electronics	0
ELEC	350	Electrical Systems	0
ELEC	330	Electrical 3 Lab/Shop	0

Period 4 Course Requirements Credits

ELEC	445	Foundational Skills, Job Responsibilities & Procedures	0
ELEC	450	Electrical Theory & Circuit Fundamentals	0
ELEC	455	Electrical Systems	0
ELEC	460	Codes & Standards	0
ELEC	440	Electrical Period 4 Lab/Shop	0

Transferability:

The technical training is the standard through the province; therefore, apprentices may take up their training at Portage College or any other college or technical institute in Alberta offering Apprenticeship Electrician Training.

Career Potential:

Electricians work for residential, construction and maintenance contractors, manufacturers, resource companies, and other large organizations. Construction based electrical work is subject to project-based timelines. The nature of this work dictates that an electrician be flexible in both scheduling and location of work. Membership in trade union is voluntary; however, some contractors employ only union people, while others employ only non-union.

Electricians may advance to positions such as foreman, superintendent, estimator, or electrical inspector. Some electricians start their own contracting business but must have a Master Electrician license to pull permits. Electricians may work toward additional tickets such as Power System Electrician, Instrumentation and Millwright.

Apprenticeship Heavy Equipment Technician

Apprenticeship, On-Campus, Lac La Biche

The *Apprentice Heavy Equipment Technician* program at Portage College is designed to provide students with the essential skills and knowledge required to work with and maintain heavy equipment, including machinery used in construction, mining, forestry, and agriculture. This hands-on, trade-based program combines classroom learning with practical, on-the-job training to develop a strong foundation in diagnosing, repairing, and maintaining a wide range of heavy machinery.

Upon completion, students will attain the technical training required to progress through their apprenticeship and towards their Journeyperson status and begin a rewarding career. Successful graduates are well-prepared to pursue a career as a Heavy Equipment Technician, with opportunities in various industries such as construction, mining, and agriculture.

This program is ideal for individuals who have an interest in working with heavy machinery and are seeking a career that combines technical expertise with hands-on problem-solving. With experienced instructors and access to industry-standard equipment, the program offers a comprehensive learning environment that sets students up for long-term success in the field.

Curriculum:

Period 1 Course Requirements Credits

HETA	101	Standard Workplace Safety, Materials, and Tools	0
HETA	102	Suspension Wheels, and Systems	0
HETA	103	Hydraulics 1 and Hydraulic Brake Systems	0
HETA	104	Electrical 1 and Electronics 1	0
HETA	105	Air Brakes	0
HETA	106	Lab/Shop	0

Period 2 Course Requirements Credits

HETA	201	Engine Fundamentals, Service and Repair	0
HETA	202	Engine Systems	0
HETA	2XX	Diesel Fuel Injection Systems	0
HETA	204	Electronics Fuel Management	0
HETA	205	Heavy Duty Charging and Cranking Systems	0
HETA	206	Lab/Shop	0

Transferability:

The technical training is the standard through the province; therefore, apprentices may take their training at Portage College or any college or technical institute in Alberta offering Heavy Equipment Technician Apprenticeship training.

Admission Requirements:

PERIOD 1

Students must be a registered apprentice with Alberta Apprenticeship and Industry Training (AIT) and be eligible for the identified period training.

PERIOD 2

Successful Completion of Period 1

Career Potential:

Employment as an Apprentice Heavy Equipment Technician. Higher levels of apprenticeship create opportunities such as advancement in the field, enhanced skills and responsibilities, higher pay and increased job opportunities. Each level is another step to fulfilling the requirements to obtain a journeyperson ticket. Period 1 is a common pathway for students interested in becoming Transport-Trailer Mechanics. While Periods 1 and 2 of Apprentice Heavy Equipment Technician is also a common pathway for students interested in becoming Off-Road Heavy-Duty Equipment Mechanics or Truck and Transport Mechanics.

Apprenticeship Steamfitter-Pipefitter

Apprenticeship, On-Campus, Lac La Biche

Learn how to measure, lay out, assemble, fabricate, maintain, and repair piping systems which carry water, steam, chemicals, or fuel used in heating, cooling, lubricating, and other processes utilizing not only steel but alloys, plastics, fiberglass as well. Additionally, you'll learn how to join sections of pipe properly, read blueprints and create your own detailed fabrication drawings, manufacture supports and brackets for piping systems, and work with qualified welders to tack fittings and supports in place.

Higher levels of apprenticeship create opportunities such as advancement in the field, enhanced skills and responsibilities, higher pay, and increased job opportunities. Each level is another step to fulfilling the requirements to obtain a journeyman ticket.

Curriculum:

Period 1 Course Requirements Credits

SFPF	110	Workplace Safety and Rigging	0
SFPF	111	Tools, Equipment, and Materials	0
SFPF	112	Metal Fabrication	0
SFPF	113	Drawings and Specifications	0
SFPF	114	Calculations and Science	0
SFPF	115	SF/PF Period 1 Lab/Shop	0

Period 2 Course Requirements Credits

SFPF	210	Heating Systems	0
SFPF	211	Hydronic Heating	0
SFPF	212	Rigging Equipment and Hoisting	0
SFPF	213	Specialty Piping	0
SFPF	214	Drawings, Layout, and Elevations	0
SFPF	215	Gas fitting Fundamentals	0

Period 3 Course Requirements Credits

SFPF	310	Low Pressure Steam & Condensate Systems	0
SFPF	311	Instrumentation and Trade Technologies	0
SFPF	312	Welding Processes	0
SFPF	313	Hoist Planning and Cranes	0
SFPF	314	Process Diagrams and MITRE Elbow	0
SFPF	315	SF/PF Period 1 Lab/Shop	0

Period 4 Course Requirements Credits

SFPF	410	High Pressure Steam & Condensate Systems	0
SFPF	411	Process Piping Systems	0
SFPF	412	Job Planning and Circuit Lifts	0
SFPF	413	Revised Drawing and Projects	0

Admission Requirements:

PERIOD 1

Students must be a registered apprentice with Alberta Apprenticeship and Industry Training (AIT) and be eligible for the identified period training.

PERIOD 2

Successful Completion of Period 1

PERIOD 3

Successful completion of Period 2

PERIOD 4

Successful completion of Period 3

Transferability:

The technical training is the standard through the province; therefore, apprentices may take their training at Portage College or any college or technical institute in Alberta offering Steamfitter-Pipefitter Apprenticeship training. Period 1 of Steamfitter-Pipefitter is common period among pipe trades. Apprentice plumbers, gasfitters and sprinkler system installers are eligible to enroll in the same Period 1.

Career Potential:

Can include: iHospital and other commercial building construction and maintenance, pulp mills, ship building, offshore oil platforms, mining sites (both mineral extraction and open pit oil extraction), SAGD oil extraction, chemical and plastic processing facilities, LNG transportation and distribution centers as well as power plants of every type.

Apprenticeship Welder

Apprenticeship, On-Campus, Lac La Biche

This short apprenticeship training is sure to spark a bright future. You'll learn GMAW, SMAW, FCAW and GTAW welding techniques to fuse and repair metal components used in construction and manufacturing.

Admission Requirements:

PERIOD 1

Students must be a registered apprentice with Alberta Apprenticeship and Industry Training (AIT) and be eligible for the identified period training.

PERIOD 2

Successful completion of Period 1

PERIOD 3

Successful completion of Period 2

Curriculum:

Period 1 Course Requirements Credits

WELD	160	Welding Technology and Properties of Metal	0
WELD	161	Cutting Lab	0
WELD	162	FCAW Lab	0
WELD	170	Safety, Tools, Weld Faults & OAW Theory	0
WELD	172	Weld Trade Math	0
WELD	177	GMAW, FCAW, Saw Theory	0
WELD	178	GMAW, FCAW, Saw Lab	0

Period 2 Course Requirements Credits

WELD	265	SMAW Lab	0
WELD	270	SMAW One	0
WELD	271	GTAW One	0
WELD	274	SMAW Two	0
WELD	275	GTAW Lab	0
WELD	278	Pattern development and Estimating	0

Period 3 Course Requirements Credits

WELD	365	Cut project	0
WELD	366	Welds on Mild Steel Plate and Pipe	0
WELD	370	SMAW Three	0
WELD	373	Trade Science	0
WELD	374	SMAW Lab	0
WELD	375	GTAW Lab	0
WELD	376	Drawing Interpretation	0

Transferability:

The technical training is the standard through the province; therefore, apprentices may take their training at Portage College or any other college or technical institute in Alberta offering Welder Apprenticeship training.

Career Potential:

Employment as an Apprentice Welder. Higher levels of apprenticeship create opportunities such as advancement in the field, enhanced skills and responsibilities, higher pay and increased job opportunities. Each level is another step to fulfilling the requirements to obtain a journeyman ticket.

Barber Certificate

Certificate, Lac La Biche, On-Campus

Train with our experienced, professional instructors in a program that combines hands-on skills and technical knowledge. We offer small class sizes and a comfortable learning environment. Our program is recognized by Alberta Apprenticeship Industry Training, and upon successful completion, you'll be able to work in the industry.

Admission Requirements:

- English Language Arts 10-2
- Math 10-3

Students who do not meet the admission requirements contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

Course Requirements			Credits
HAIR	120	Hairstyling Foundations	3
HAIR	121	Hair and Scalp Care	1
HAIR	122	Salon Operations and Consultations	2
HAIR	123	Haircutting	8
HAIR	124	Salon I	4
SAFE	071	Workplace Hazardous Materials Information System	0
			18

Career Potential:

As a recognized program by Alberta Apprenticeship and Industry Training (AIT), the barbering program will prepare you to write your theory and practical provincial exams upon successfully completion.

As a certified barber, you can work hours that meet your lifestyle, part-time or full-time, in a well-paid job. Whether you decide to continue working in an established salon or start a home-based business, this is truly a flexible, high demand occupation.

Business Administrative Certificate

Certificate, Lac La Biche, Cold Lake, On-Campus

The Business Administration certificate opens the door to highly sought-after jobs and opportunities to grow in companies while providing job security and opportunities to work in many diverse workplaces. Take an additional year to earn your diploma in either accounting or management.

Graduates of the program will be able to perform entry-level functions in accounting or administration in business, industry, and government. They have been hired in the tourism industry, health, education and social services fields, band or settlement offices, retail businesses, and oil and gas industries.

Admission Requirements:

Grade 12 or equivalent with:

- English 30-2 or equivalent
- Math 30-2 or equivalent

Students who do not meet the admission requirements contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

<u>Required Courses</u>				<u>Credits</u>
COMM	121	Communications I		3
MATH	117	Business Mathematics		3
CMIS	101	Business Productivity Software		3
ECON	186	Microeconomics		3
MGMT	120	Principles of Management		3
COMM	131	Business Communications II		3
ACCT	115	Introductory Financial Accounting		3
ECON	187	Macroeconomics		3
MARK	166	Marketing		3
ORGB	193	Organizational Behavior		3
				30

Transferability:

The Business Administration Certificate is transferable to Portage College Diploma in either Accounting or Management or as a 30-credit block to many other institutions. This program has transfer options available, with up-to-date information accessible through the Alberta Council on Admissions and Transfer (ACAT) and/or the Transfer Department.

Business Administrative Certificate is transferable to many other institutions throughout Alberta including:

- NAIT
- SAIT
- Bow Valley College
- Red Deer Polytechnic
- Northern Lakes College
- Lakeland College
- Medicine Hat College
- Lethbridge College
- Northwestern Polytechnic
- Athabasca University
- Keyano College
- Norquest College
- Olds College

Business Administration Diploma – Accounting

Diploma, On-Campus, Lac La Biche, Cold Lake

The Business Administration Diploma in Accounting provides the opportunity to concentrate in an in-demand field. Our program focuses on financial, managerial and tax accounting giving you a wide range of knowledge and skills valued by the accounting profession. Whether you start your career immediately after convocation or continue further training, there are plenty of opportunities if you make Accounting your career choice.

Admission Requirements:

YEAR 1: CERTIFICATE

Grade 12 or equivalent with:

- English 30-2 or equivalent
- Math 30-2 or equivalent OR

Students who do not meet the admission requirements contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

YEAR 2: DIPLOMA

1st Year Business Administration Certificate, or Individual course prerequisites must be met. Exceptions must be approved by the Program Dean.

Career Potential

Graduates find work in the following occupational categories:

- Accounts receivable/payable
- Auditing
- Bookkeeping
- Cost accounting
- Financial services
- Government service
- Payroll
- Public accounting
- Taxation services

Curriculum:

Year 2 Course Requirements			Credits
CMIS	200	Computer & Management Information Systems	3
BUSL	261	Business Law	3
MATH	118	Business Statistics	3
ACCT	211	Management Accounting	3
ACCT	212	Computerized Accounting	3
ACCT	215	Financial Accounting I	3
ACCT	220	Tax	3
ACCT	201	Financial Accounting Method	3
ENTR	210	Intrapreneurship and Innovation	3
FINA	211	Business Finance	3
			30

Transferability:

This program has transfer options available, with up-to-date information accessible through the Alberta Council on Admissions and Transfer (ACAT) and/or the Transfer Department.

Business Administration Diploma – Management

Diploma, On-Campus, Cold Lake, Lac la Biche

The Business Administration Diploma in Management prepares you for a wide range of managerial positions. Work for a large company, start your own business, or "ladder up" to a bachelor's degree. Your opportunities are truly boundless. This program focuses on the real-world application of core business theories, so you have the tools you need to manage people, finances, production, and promotion effectively.

Admission Requirements:

YEAR 1: CERTIFICATE

Grade 12 or equivalent with:

- English 30-2 or equivalent
- Math 30-2 or equivalent OR

Students who do not meet the admission requirements contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

YEAR 2: DIPLOMA

1st Year Business Administration Certificate, or Individual course prerequisites must be met. Exceptions must be approved by the Program Dean.

Curriculum:

Diploma Course Requirements				Credits
Math	118	Business Statistics		3
ACCT	211	Management Accounting		3
BUSI	227	Project Management		3
BUSL	261	Business Law		3
BUSI	221	Human Resource Management		3
BUSI	222	Operations Management		3
CMIS	200	Computer & Management Information Systems		3
BUSI	225	Strategic Management		3
ENTR	210	Intrapreneurship and Innovation		3
FINA	211	Business Finance		3
				30

Career Potential:

With the Business Administration Diploma in Management, you fast track your career into managerial roles. Graduates find work in the following occupational categories/industries:

- Aboriginal government
- Banking and finance
- Business development
- Entrepreneurship
- Government
- Insurance
- Hospitality
- Human resources
- Marketing
- Operations management
- Real estate
- Sales
- Small business management
- Supply chain management.

Transferability:

This program has transfer options available, with up-to-date information accessible through the Alberta Council on Admissions and Transfer (ACAT) and/or the Transfer Department.

Transfer agreements are currently in place with:

- NAIT offers a Bachelor of Business Administration-Management Concentration

College Preparation

Adult Education Certificate, Online, Cold Lake, Lac La Biche, St. Paul

College Preparation offers the high school courses to begin post-secondary studies. Classes are offered in fall and winter terms beginning in August and January. Courses range from grades 10 to 12.

<u>Available Courses</u>				<u>Credits</u>	Admission Requirements:
BIOL	020	Biology 20		5	Education
BIOL	030	Biology 30		5	
CHEM	020	Chemistry 20		5	
CHEM	030	Chemistry 30		5	
PHYS	020	Physics 20		5	
SCIE	010	Science 10		5	Other
INF	1070	Digital Presentation		1	
DIAW	101	Diversity Awareness		0	
ELA	10-2	English Language Arts 10-2		5	
ELA	20-1	English Language Arts 20-1		5	
ELA	20-2	English Language Arts 20-2		5	<ul style="list-style-type: none"> ➤ Completion or program placement test (Course placement is dependent on testing results) ➤ High School Transcripts (if applicable)
ELA	30-1	English Language Arts 30-1		5	
ELA	30-2	English Language Arts 30-2		5	
CTR	1010	Job Preparation		1	
CTR	2010	Job Maintenance		1	
INF	2020	Keyboarding		1	<ul style="list-style-type: none"> ➤ Students interested in applying will need to contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process. ➤ Interview ➤ Training Plan
INF	1020	Keyboarding 1		1	
LRNS	015	Learning Strategies 15		3	
LRNS	025	Learning Strategies 25		3	
MATH	10C	Math 10C		5	
MATH	10-3	Math 10-3		5	Transferability Portage College has transfer agreements in place with other colleges and universities which allows you to gain access to post-secondary learning opportunities.
MATH	20-2	Math 20-2		5	
MATH	20-3	Math 20-3		5	
MATH	30-2	Math 30-2		5	
MATH	002	Mathematics 200		0	
MATH	003	Mathematics 300		0	Career Potential The majority of post-secondary institutions require that specific pre-requisite courses be completed before admission to their programs is granted. College Preparation qualifies students for programs in post-secondary institutions, offers courses for credits towards a high school diploma and increases job opportunities.
MATH	1041	Mathematics Preparation 10		5	
READ	15	Reading 15		3	
SOCS	30-1	Social Studies 30-1		5	
SOCS	30-2	Social Studies 30-2		5	
INF	1060	Spreadsheet 1		1	
INF	2080	Spreadsheet 21		1	
INF	1030	Word Processing 1		1	
INF	2050	Word Processing 2		1	
INF	3060	Word Processing 3		1	
HCS	3010	Workplace Safety Practices		1	
HCS	3000	Workplace Safety Systems		1	

Community Social Work Diploma

Diploma, On-Campus, Cold Lake, Lac La Biche

The Community Social Work program at Portage College provides you with practical training and experience to assist individuals, families, and various groups in navigating their way through situations in life.

Practicum faculty supervisors meet with students individually and match them with a practicum placement. Students complete 350 practicum hours per year at addiction treatment centers, disability centers, probation and correctional centers, schools, women's shelters, and youth centers.

Admission Requirements:

Grade 12 or equivalent with:

- English 30-2 at 70%

The Following Documentation must also be provided:

- Three academic/professional letters of reference (within last 5 years)
- Criminal Record Check
- Child and Welfare Intervention Check
- Signed Student Agreement declaring free from substance abuse.

Transferability:

Transfer agreements are currently in place with:

- University of Calgary (BSW)

*Students are encouraged to speak to a student advisor about specific transferability

Career Potentials:

Graduates are eligible to apply to become a registered social worker. Current provincial legislation makes it mandatory for individuals with a social work education who work within the scope of social work practice to be Registered Social Workers (RSWs).

Graduates work with individuals, families, groups, and communities in a variety of agencies including Indigenous agencies, addictions, court and probation services, disability services, emergency shelters, provincial and federal departments, residential treatment centers, schools, and senior services.

Curriculum:

Year 1 Required Courses			Credits
ELEC	100	Elective	3
PSYC	202	Developmental Psychology	3
ANTH	260	Indigenous Nations of North America	3
SOCW	131	Introduction to Social Work	3
ENGL	102	Introductory Composition	3
PSYC	104	Introductory Psychology	3
SOCW	110/111	Practicum 1	6
SOCW	217	Social Policy	3
SOCW	133	Social Work Interviewing	3
SOCW	132	Social Work Practice	3
			33

Year 2 Required Courses			Credits
PSYC	285	Abnormal Psychology	3
SOCW	235	Addictions	3
ELEC	200	Elective	3
SOCW	219	Community Development	3
SOCW	231	Family Dynamics	3
SOCW	215	Group Work	3
SOCI	101	Introduction to Sociology	3
SOCW	210/211	Practicum 2	6
SOCW	218	Rural and Northern Practice	3
SOCW	232	Selected Issues in Social Work	3
SOCW	238	Social Work Research Methods & Ethics	3
			33

Computer Programming & Information Technology Certificate

Certificate, Lac La Biche, Blended

The Computer Programming and Information Technology Certificate program is for full-time students or part-time study and allows you to learn various computer skills and programming needed in IT, video games, and website design. Start working in the Computer Science field or build your skill to further your education.

Admission Requirements:

- English Language Arts 30-2 at 60%
- Math 30-2 at 60%

Curriculum:

Core Course Listing			Credits
COMP	247	Computer Networks	3
COMP	168	Intro to Comp Programming (JAVA)	3
COMP	105	Intro to Computing and Info Systems	3
COMP	106	Intro to Computer Programming	3
COMP	166	Introduction to Web Programming	3
COMP	214	Operating Systems	3
COMP	261	Systems analysis and Design	3
			21

Course Electives			Credits
INTD	205	Career Internship	3
ENGL	102	Introductory Composition	3
MATH	100	Introduction to Calculus I	3
ENGL	106	Introduction to Drama and Poetry	3
STAT	141	Introduction to Statistics & Research Methods	3
ENGL	108	Introduction to the Novel and the Short Story	3

Transferability:

Transferable to other Alberta post-secondary institutions such as Athabasca University, Bow Valley College, the University of Alberta, and Concordia University. Please refer to [Transfer Alberta](#) for more detailed information based on the courses selected.

Career Potentials:

Graduates of our Computer Programming and Information Technology Certificate program are well-prepared to pursue further studies in degree programs like a Bachelor of Science or jumpstart their careers in a wide range of high-demand tech fields. From computer programming and web design to video game development and database administration, our program equips you with the skills and expertise needed to thrive in today's dynamic technology industry. Whether you choose to continue your education or enter the workforce, the opportunities are limitless.

Computer Programming & Information Technology Diploma

Diploma, Lac La Biche, Blended

The Computer Programming and Information Technology Diploma allows students to combine comprehensive software development skills with hardware expertise. Areas of focus in various programs include computer graphics and image processing, digital hardware, artificial intelligence, cyber security, and networking.

This program is designed to be completed over two years with 10 courses completed in each academic year.

Admission Requirements:

- English Language Arts 30-2 at 60%
- Math 30-2 at 60%

Curriculum:

Year 1 Course Requirements			Credits
INTD 130	Career Internship 1		3
COMP 247	Computer Networks		3
COMP 168	Intro to Comp Programming (JAVA)		3
ENGL 102	Introductory Composition		3
COMP 105	Intro to Computing and Info Systems		3
COMP 106	Intro to Computer Programming		3
COMP 218	Intro to Game Design		3
STAT 141	Introduction to Statistics and Research Methods		3
COMP 166	Introduction to Web Programming		3
COMP 214	Operating Systems		3
COMP 261	Systems analysis and Design		3
			33

Year 2 Course Requirements			Credits
COMP 245	Agile Methodology		3
COMP 246	Artificial Intelligence		3
INTD 205	Career Internship 1		3
COMP 248	Cloud Computing Technology		3
COMP 207	Introduction to Cyber Security		3
ELEC 200	Elective		3
COMP 205	Database Fundamentals		3
COMP 206	Introduction to PC Hardware and Systems Configuration		3
COMP 212	Project Capstone		3
COMP 211	User Interfaces		3
			30

Transferability:

Transferable to other Alberta post-secondary institutions such as Athabasca University, Bow Valley College, the University of Alberta, and Concordia University. Please refer to [Transfer Alberta](#) for more detailed information based on the courses selected.

Career Potentials:

Graduates of our Computer Programming and Information Technology Diploma program can join the workforce in exciting careers such as Computer Operations Support, Software Support Analyst, and Computer Programming or have the option to continue their studies in a degree program such as a Bachelor of Computer Sciences.

Culinary Arts Diploma

Diploma, St. Paul, On-Campus

The Portage College Culinary Arts Diploma provides you with all the specialized knowledge and professional skills needed for the ever-changing and equally exciting food service industry.

Your instructors are certified Red Seal Chefs who are passionate about food. They are just as eager to teach you the fundamentals of regional and international foods as well as how to work in a fully functional commercial kitchen adhering to the strict standards of preparing, handling, and serving food. Courses include Kitchen introduction, Baking and Pastries, Stocks, Soups & Sauces, and Kitchen Management - All in the professional commercial kitchens in the Hospitality Training Centre.

All our students receive National Food Safety Training, WHMIS training, and First Aid Training. After the first year, students have the option to write first and second-period apprenticeship in cook exams. Students graduating from the program will be able to write the third period apprenticeship cook exams.

Admission Requirements:

- Completion of the Professional Cooking Certificate (Year 1) with a 65%

Curriculum:

<u>Year 2 Required Courses</u>				<u>Credits</u>
CULA	201	Front of the House		1
CULA	204	Regional Foods		4
CULA	207	International Cuisine		4
CULA	208	Food, Wine, & Beverage		2
CULA	200	Grade Manger & Buffet		5
CULA	203	Menu Design		2
CULA	205	Introduction to Food Processing		5
CULA	206	Culinary Management		2
CULA	209	Advance Baking		4
CULA	428	Patisserie & Confection		4
CULA	210	Dining Cuisine		6
				39

Career Potential:

Cooks can advance through promotions with the same employer or move to more advanced positions with other employers.

Career options include chef, sous-chef, executive chef, banquet manager, food service administrator and coordinator, general manager, and food editor. Yet another level of achievement includes Certified Chef de Cuisine (C.C.C.), a highly respected trade certification with many good prospects for travel within Canada and abroad.

There are numerous career opportunities for certified cooks, including marketing, media, education, product development, consulting and owning their own business.

Graduates of the Culinary Arts Diploma program can work in areas such as, but are not limited to:

- Hotels
- Resorts
- Restaurants (from fast food to fine dining)
- Conference centers
- Hospitals
- Banquet halls and clubs.
- Camp kitchens.
- Nationwide specialty food outlets

Early Learning & Childcare Certificate

Certificate, Lac La Biche, Online

This program provides you with the credentials to work in institutions or children's programs at the childhood level from birth to age twelve. The program focuses on key areas of childhood growth and development, diverse abilities, program strategies, building and sustaining strong rapport between children and their families, professionalism in the workplace as well as incorporating practical learning experiences.

Admission Requirements:

- Highschool transcripts, including English Language Arts 30-1 at 55% OR English Language Arts at 60%
- For students who attended high school/post-secondary ***outside of Canada***, please review the **Academic Credentials Requirements by Country**. A demonstration of **English Language Proficiency** is required.
- Police Information Check (PIC) with at Vulnerable Sector Search (VSS) is required prior to practicum placements. PIC must be valid within one year of practicum start date.
- Practicum students must have completed ECDE100 Human Development to be eligible for practicum placement.
- Refer to Moodle for minimum technical requirements.

Students who do not meet the admission requirements contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

<u>Required Courses</u>			<u>Credits</u>
ECDE	100	Human Development I	3
ENGL	100	Written Communication	3
ELCC	114	Learning Through Play	3
ELCC	103	Practicum I/Integration Seminar	2
ELCC	122	Roles and Responsibilities for ELCC	3
RSER	103	Interpersonal Competence	3
ELCC	107	Infants & Toddlers	3
ELCC	132	Observing & Recording Skills & Applications	3
RSER	101	Developmental and Inclusive Studies I	3
ELCC	133	Practicum II/Integration Seminar	4
ECDE	111	Guiding Behavior	3
ELCC	130	School Aged Care	3
			36

Transferability:

Transferable to the 2nd year Portage College Early learning & Childcare Diploma program. Some courses are transferable to the Portage College Educational Assistant program. Transferability to other provincial colleges is available. 30 credit block transfers to the Athabasca University BPA program.

- Levels 1, 2, and 3 cannot be used for admission into the program.
- Portage College Early Learning & Childcare programs do not accept Private post-secondary transcripts for transferability into this program.

Career Potential:

Graduates of the Early Learning and Childcare Certificate Program qualify for Level 2 Early Childhood Educator Certification through Childcare Staff Certification, Government of Alberta, Children and Youth Services.

Students who obtain 45 hours in an Early Childhood course can apply for Level 1 Early Childhood Educator Certification from the Government of Alberta, Children and Youth Services.

Early Learning & Childcare Diploma

Diploma, Online

The Early Learning & Childcare Diploma is delivered fully online and builds upon the certificate program, preparing you to work in early learning programs in a supervisory capacity. There are five start dates during the academic year. Please note that each start date contains a different unit within the academic year.

The Diploma program emphasizes the development of knowledgeable and skilled practitioners who can model and lead best practices in early learning and childcare environment. The program course content provides the student with advanced knowledge and skills in the areas of development, health, family, and more.

Admission Requirements:

- Successful completion of Early Learning & Childcare Certificate from Portage College or another provincial college
- Police Information Check (PIC) with at Vulnerable Sector Search (VSS) is required prior to practicum placements. PIC must be valid within one year of practicum start date.
- Practicum students must have completed ECDE100 Human Development to be eligible for practicum placement.
- Refer to Moodle for minimum technical requirements.

Transferability:

Some courses are transferable to the Portage College Educational Assistant program.

Transferability to other provincial colleges is available. 60 credit block transfers to the Athabasca University BPA program.

- Levels 1, 2, and 3 cannot be used for admission into the program.

Portage College Early Learning & Childcare programs do not accept Private post-secondary transcripts for transferability into this program.

Curriculum:

Year 2 Required Courses			Credits
ECEA 209	Children with Exceptionalities		3
RSER 201	Advanced Studies in Developmental Disabilities		3
ELCC 212	Early Learning Childcare Curriculum		3
ECEA 201	Early Childhood Foundations		3
ECEA 206	Sociology of the Family		3
ELCC 203	Practicum I/Integration Seminar		2
ECDE 210	Child Health		3
ELCC 211	Developmentally Appropriate Guidance		3
ELCC 215	Introduction to Daycare Administration		3
ELCC 222	Language Growth & Development		3
ELCC 233	Practicum II/Integration Seminar		4
			33

Career Potential:

Graduates of the Early Learning and Childcare Diploma Program qualify for Level 3 Early Childhood Educator through Childcare Staff Certification, Government of Alberta, Children Youth Services. Students who obtain 45 hours in an Early Childhood course can apply for Level 1 Early Childhood Educator Certification from the Government of Alberta, Children and Youth Services

Educational Assistant Certificate

Certificate, Online

Our program is delivered fully online and prepares you to work alongside teachers in the classroom. You'll study child growth and development, learning strategies, interpersonal skills, and professionalism. This program offers a combination of theoretical instruction along with practical experience in an educational setting.

Admission Requirements:

- High School Transcripts, including English Language Arts 30-1 at 55% OR English Language Arts 30-2 at 60%
- Math 10-3
- Police Information Check (PIC) with at Vulnerable Sector Search (VSS) is required prior to practicum placements. PIC must be valid within one year of practicum start date.
- Refer to Moodle for minimum technical requirements.

Students who do not meet the admission requirements contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Career Potential:

Graduates of The Educational Assistant Certificate Program qualify for Level 1 Early Childhood Educator Certification through Childcare Staff Certification, Government of Alberta, Children and Youth Services upon completion of their certificate.

Students who obtain 45 hours in an Early Childhood course can apply for Level 1 Early Childhood Educator Certification from the Government of Alberta, Children and Youth Services.

Curriculum:

Course Requirements			Credits
ECDE 100	Human Development I		3
ENGL 100	Written Communication		3
EDAS 112	Introductory Language & Literacy for Ed. Assistants		3
EDAS 103	Practicum I/Integration Seminar		2
EDAS 122	Roles & Responsibilities of the EA		3
RSER 103	Interpersonal Competence		3
RSER 102	Observation and Assessment		3
RSER 122	Program Design		3
RSER 101	Developmental and Inclusive Studies I		3
ECDE 111	Guiding Behaviour		3
EDAS 123	Practicum II/Integration Seminar		2
EDAS 113	Introductory Math Learning		3
			34

Transferability:

Transferability to other provincial colleges is available.

Some courses are transferable to the Early Learning and Childcare Certificate program. 30 block credit transfer to the Athabasca University BPA program.

Educational Assistant Diploma

Diploma, Online

Our Educational Assistant Diploma is delivered fully online and builds on the foundations of the Educational Assistant Certificate. The program explores the historical and philosophical influences on current best practices in school-age educational programming. The program offers a combination of theoretical instruction along with practical experience in an educational setting.

Admission Requirements:

- Successful completion of Educational Assistant Certificate from Portage College or another provincial college
- Police Information Check (PIC) with at Vulnerable Sector Search (VSS) is required prior to practicum placements. PIC must be valid within one year of practicum start date.
- Please refer to Moodle for the minimum technical requirements.

Career Potential

Graduates of The Educational Assistant Diploma Program qualify for Level 2 Early Childhood Educator Certification through Childcare Staff Certification, Government of Alberta, Children and Youth Services upon completion of their diploma.

Students who obtain 45 hours in an Early Childhood course can apply for Level 1 Childhood Educator Certification from the Government of Alberta, Children and Youth Services.

Curriculum:

<u>Required Courses</u>	<u>Credits</u>
ECEA 209 Children with Exceptionalities	3
RSER 201 Advanced Studies in Developmental Disabilities	3
EDAS 221 Advanced Program Design	3
ECEA 201 Early Childhood Foundations	3
ECEA 206 Sociology of the Family	3
EDAS 203 Practicum I/Integration Seminar	2
EDAS 213 Advanced Curriculum in Math	3
ECDE 210 Child Health	3
EDAS 211 Advanced Behavioral Guidance for the EA	3
EDAS 212 Advanced Language & Literacy Development	3
EDAS 223 Practicum II/Integration Seminar	2
	34

Transferability:

Transferability to other provincial colleges is available.

Some courses are transferable to the Portage College Early Learning and Childcare Diploma program. 60 block credit transfer to the Athabasca university BPA program.

Emergency Medical Responder

Certificate, On-Campus, Lac La Biche

Emergency Medical Responders (EMRs) are integral to Emergency Medical Services and provide entry-level medical and trauma care in health services and industrial settings. They may be the first to arrive on the scene, be the only provider in remote areas, or work collaboratively in a team with other EMS/health care providers, first responders (i.e., Fire, Police), or community support agencies.

Admission Requirements:

- English Language Arts 30-1 at 60% OR English
- Math 20-2 at 60%
- Biology 30 at 60%
- Chemistry 30 strongly recommended.
- Other Requirements
- 18 years of age
- Standard First Aid Certificate (issued within one year of program start date).
- Heart and Stroke Foundation BLS (Basic Life Support) Certificate
- Class 5 Alberta driver's license (GDL is acceptable) and a signed waiver stating understanding of employment requirements for a Class 4 license for some employers.
- Police Information Check and Vulnerable Sector Search (within 2 months of program start)
- Signed Police Information Check waiver form.
- Signed Immunization form.
- Signed Immunization and Placement Disclosure waiver form.
- Signed Health Status form.
- EAL- ALL students whose first language is not English must meet one of the following:
 - IELTS Academic Format with minimum scores as follows: Listening 7.5; Reading 6.5; Writing 7.0; Speaking 7.0
 - TOEFL iBT (internet Based) with minimum test scores as follows: Listening 23; Reading 21; Writing 25; Speaking 22.

Note: Testing must have been completed within two years prior to application to the program.

Students who do not meet the admission requirements contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

Required Courses			Credits
BIOL	230	Anatomy I	3
EMS	275	Emergency Responder Defensive Driving	2
EMRC	105	EMR Foundations I	5
EMRP	125	EMR Placement	1
EMRC	130	EMR Professionalism	1
HEED	105	Personal Health & Wellness	3
BIOL	231	Physiology I	3
			18

Career Potential:

Registered EMRs may be employed in ground ambulances, clinics, fire services and industrial settings.

Environmental Technologist Diploma

Diploma, On-Campus, Lac La Biche

The Environmental Technologist program is designed for people who have a love for the outdoors and a strong interest in environmental sustainability. This program allows students to learn about the natural world in the classroom, spend an abundant amount of time in the field with hands-on learning, and the ability to apply it to current natural resource management issues.

Graduates of the Environmental Technologist Diploma program can pursue diverse careers as environmental technicians in consulting firms, government agencies, oil & gas, and sectors related to the environment, forestry, and parks. Graduates will be equipped with the skills to conduct various field and laboratory tasks, including water and fish sampling, wildlife sweeps, deploying recording devices, wetland classification, and plant and soil surveys.

Admission Requirements:

High School Diploma with at least one course from each of the following:

- English Language Arts 30-2 at 60%
- Biology 30 (recommended), Chemistry 30 or Science 30 at 50%, OR Biology 20 or Chemistry 20 at 60%

Curriculum:

Year 1 Required Courses			Credits
NRES	106	Introduction to Soils	3
ENGL	102	Introductory Composition	3
NRES	115	Fisheries	3
NRES	107	Water and Wetlands	3
NRES	108	Field Botany	3
NRES	109	Mapping and Navigation	3
NRES	110	Weeds and Weed Control	3
NRES	112	Introduction to Fish and Wildlife	3
NRES	113	Forest Land Management	3
NRES	114	Industry Certifications	6
NRES	111	GPS/GIS and Aerial Photo Interpretation	3
NRES	120	Work Experience	3
			36

Year 2 Required Courses			Credits
NRES	203	Wildlife Techniques	3
NRES	205	Petroleum Land Management	3
NRES	210	Reclamation	3
NRES	207	Environmental Law	3
NRES	206	Soil Conservation	3
NRES	208	Global Issues	3
EASC	101	Intro to Earth Sciences: Geology & Geomorphology	3
	204	GPS Site Assessment	3
NRES	233	Statistics and Data Management	3
BIOL	208	Principles of Ecology	3
			30

Transferability:

This program has transfer options available, with up-to-date information accessible through the Alberta Council on Admissions and Transfer (ACAT) and/or the Transfer Department.

Career Potential:

Graduates may enjoy careers in industries such as Environmental Consulting, Forestry, Oil & Gas, or working for Non-Profit Organizations, First Nations, or Municipal, Provincial, or Federal Governments.

- See Portage website for specific job titles.

Fine Arts Certificate

Certificate, On-Campus, Lac La Biche

The Portage College Fine Arts Certificate is for creative individuals who want to develop their skills as artists and those interested in a visual arts career through an authentic art learning experience. The certificate program provides transferability and a pathway for further study at other post-secondary institutions for a Bachelor of Fine Arts.

Admission Requirements:

High School Diploma with

- English Language Arts 30-2

Students who do not meet the admission requirements contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

Required Courses			Credits
VISA 172	Art Expose II		1
ELEC 100	Elective		3
ARTH 101	Introduction to the History of Western Art I		3
ARTH 102	Introduction to the history of Western Art II		3
ELEC 100	Junior Level English		3
VISA 108	Fine Arts Studio I		3
NATA 166	Visual Arts I – Drawing		3
NATA 167	Visual Arts II – Painting		3
NATA 168	Visual Arts III – Printmaking and Mixed Media		3
NATA 169	Visual Arts IV – Media Exploration II		3
NATA 173	Visual Arts V-Making/2D Composition		3
			31

Career Potential:

Portage College Fine Arts program cultivates the strong foundational skills needed for various careers available in the arts and culture sector, including: Animator, fine artist, art curator, illustrator, architect, tattoo artist, museum interpreter, video game designer, textile designer, commercial artist, art teacher, interior designer, photographer, clothing designer, art director, art archivist, art historian, art therapist, book illustrator, art professor, creative art director, graphic novel artist, cultural planner and many more.

Transferability:

Students who wish to carry on their education can do so at one of the following post-secondary institutions:

- Athabasca University: Transfers into a Bachelor of Professional Arts.
- MacEwan University: Transfers into a Bachelor of Fine Arts.
- Yorkville Bachelor of Creative Arts: [View Video](#)

*Students are encouraged to consult [Transfer Alberta](#) or speak to a student advisor about specific transferability.

Hairstyling Certificate

Certificate, On-Campus, Lac La Biche

Hair professionals today require a balance of technical, creative, interpersonal, and entrepreneurial skills to succeed in a competitive industry. Train with our experienced, professional instructors in a program that combines hands-on skills and technical knowledge.

As a recognized program by Alberta Apprenticeship and Industry Training (AIT), the Hairstyling program will prepare you to write your theory and practical provincial exams upon successfully completion. With a journey person ticket and Red Seal certification, you can work anywhere in Canada.

As a certified hairstylist, you can work hours that meet your lifestyle, part-time or full-time, in a well-paid job. Whether you decide to continue working in an established salon or start a home-based business, this is truly a flexible, high demand occupation.

Admissions Requirements:

- English Language Arts 10-2
- Math 10-3

Students who do not meet the admission requirements contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

Required Courses			Credits
HAIR	120	Hairstyling Foundations	3
HAIR	121	Hair and Scalp Care	1
HAIR	122	Salon Operations and Consultations	2
HAIR	123	Haircutting	8
HAIR	124	Salon 1	4
HAIR	220	Hair Colouring	5
HAIR	221	Hairstyling	3
HAIR	222	Chemical Texturizing	4
HAIR	223	Specialized Services	2
HAIR	224	Salon 2	4
SAFE	071	Workplace Hazardous Materials Information System	0
			36

Indigenous Arts Certificate

Certificate, On-Campus, Lac La Biche

This program teaches traditional Indigenous art forms as well as introductory-level theory and skills in various other fine arts and craft media. Students will learn traditional and contemporary Indigenous art forms such as beading, carving, footwear, sewing, and hide tanning, in addition to the cultural and historical significance of these art forms. The study of Indigenous art is complimented by learning various visual art skills in drawing, painting, sculpture, printmaking, and mixed media. Students will have the opportunity to work with several mediums to explore and discover their artistic passion. A project practicum offers students the basics of developing quality products and workmanship as an artisan cooperative.

The courses introduce techniques and designs so that students create work inspired by traditional and contemporary approaches. The focus of the program is on developing skills and exploring media. The curriculum will focus on imparting knowledge and skills relevant to professional practice and promoting the artist's work through increased exposure and sales. In addition, students will work with an artist from the Art in Residence program.

This certificate will prepare you for further study in Portage College diploma programs through the development of a portfolio that will document your artistic and professional development. The certificate also provides you with the knowledge and skills to work in Indigenous communities, with Indigenous populations and a variety of other situations.

Admission Requirements:

- English Language Arts 30-2
- Interview with Coordinator

Students who do not meet the admission requirements can contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

Required Courses				Credits
NATA	171	Art Expose		2
NATA	116	Beadwork I		3
NATA	114	Carving I		3
NATA	090	Communications & Computer Basics		2
NATA	120	Decorative Arts I		2
NATA	174	Project Practicum		3
NATA	118	Footwear I		3
NATA	110	Hide Tanning I		3
NATA	122	Nature Crafts I		2
NATA	112	Sewing I		3
NATA	166	Visual Arts I: Drawing		3
NATA	167	Visual Arts II: Painting		3
NATA	168	Visual Arts III: Printmaking & Mixed Media		3
NATA	169	Visual Arts IV: Media Exploration II		3
				38

Transferability:

Transferable to University Studies; NATA166, NATA167, NATA168, and NATA169.

Students who wish to carry on their education can do so at one of the following post-secondary institutions:

- Alberta University of the Arts
- Yorkville University
- MacEwan University

*Students are encouraged to consult [Transfer Alberta](#) or speak to a student advisor about specific transferability

Indigenous Arts Diploma

Diploma, On-Campus, Lac La Biche

Our program is structured on the knowledge and appreciation of traditional Indigenous art forms. The teaching method follows a traditional Indigenous style, emphasizing verbal and visual guidance in a practical learning setting.

The Indigenous Arts Diploma is a two-year program that focuses on developing the skills and knowledge to be a self-employed artist. In the first year of the program, students will complete the Indigenous Arts Certificate, which covers core Indigenous art forms and introductory-level study in various other fine arts and craft media.

Following the Indigenous Arts Certificate program, you will continue to study First Nations, Metis and Inuit traditional and contemporary art forms in advanced courses in painting and drawing, hide tanning, carving, sewing, footwear, beadwork, and decorative arts while identifying an area of focus or interest. The program includes studio courses that provide you with the opportunity for directed study, under the supervision of instructors, in an identified area of interest and skill such as drawing and painting, printmaking, carving, digital media, and other media.

During this year you will also study and learn entrepreneurial skills in each Indigenous art course by learning pricing and quality standards of products. You will learn marketing through courses such as Introduction to Marketing Arts & Crafts and Creating an Online Business. In these courses, you will develop your own website as well as learn other important marketing skills and business knowledge such as business networking skills and potential business resources.

Admission Requirements:

- English Language Arts 30-2
- Interview with Coordinator

Students who do not meet the admission requirements can contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

<u>Year 2 Required Courses</u>			<u>Credits</u>
VISA	172	Art Expose II	1
NATA	117	Beadwork II	2
NATA	154	Care & Collections	2
NATA	115	Carving II	2
COMM	100	Communications for Artists	3
ECOM	100	Creating an Online Business	3
COMA	141	Computers	2
NATA	121	Decorative Arts II	3
NATA	119	Footwear II	3
NATA	111	Hide Tanning II	3
NATA	142	Intro to Marketing Arts and Crafts	3
NATA	123	Nature Crafts II	2
NATA	113	Sewing II	3
VISA	105	Studio I	2
VISA	106	Studio II	2
NATS	173 or 163	Elective	3
			39

Transferability:

Students who wish to carry on their education can do so at one of the following post-secondary institutions:

- Alberta University of the Arts
- MacEwan University
- Yorkville Bachelor of Creative Arts: [View Video](#)

*Students are encouraged to consult [Transfer Alberta](#) or speak to a student advisor about specific transferability.

Career Potential:

Combine your love of art with entrepreneurial skills to equip yourself for self-employment or work in one of the many visual arts and Indigenous art and culture careers. Jobs include positions with museums, historic sites, native friendship centers, and community and government organizations.

Kinesiology and Sports Studies Diploma

Diploma, On-Campus, Lac La Biche

This program will explore human body movement through a comprehensive lens, including anatomical, physiological, psychological, nutritional, and mechanical aspects, with a particular focus on the assessment and prescription of exercise for positive health-related results in the community. This in-depth understanding of health and fitness will enable you to advocate for wellness by promoting healthy lifestyle choices. Graduates will be well-equipped for careers across a range of environments within health and wellness sectors.

Admission Requirements:

- English Language Arts 30-2 at 60%
- Math 30-2 at 60%
- Biology 30

Curriculum:

Year 2 Required Courses			Credits
KINS	115	Applied Resistance Training	3
DIAB	101	Diversity Awareness	0
KINS	114	History of Sport	3
BIOL	230	Human Anatomy	3
KINS	110	Foundations of Human Movement	3
ENLG	102	Introductory Composition	3
KINS	220	Introduction to Coaching	3
KINS	210	Introduction to Nutrition	3
KINS	112	Introduction to Personal Physical Activity	3
KINS	111	Introduction to Sociocultural Foundations of Physical Education, Leisure, and Sport	3
KINS	118	Measurement and Evaluation	3
BIOL	231	Physiology I	3
FAID	073	Standard First Aid/Level C CPR	0.5
			33.5

Year 2 Required Courses			Credits
KINS	217	Adapted Physical Education	3
KINS	213	Biomechanics	3
INTD	130	Career Internship 1	3
KINS	230	Directed Studies in Kinesiology and Sport Studies	3
KINS	218	Growth and Development	3
KINS	211	Introduction to Athletic Therapy	3
KINS	210	Introduction to Nutrition	3
KINS	113	Introduction to the Administration of Sport, Physical Activity, and Recreation Programs	3
KINS	216	Metabolic Conditioning	3
KINS	221	Psychological Sport Performance	3
KINS	219	Physical Activity and Aging	3
KINS	212	Physiology of Exercise	3
KINS	222	Research Methods in Kinesiology	3
KINS	126	Skill Acquisition and Motor Performance	3
KINS	223	Values and Ethics in Adapted Physical Activity	3
KINS	215	Elementary Physiology II	3
			48

Transferability:

Transferable to other Alberta post-secondary institutions such as Athabasca University, Bow Valley College, the University of Alberta, and Concordia University. Please refer to [Transfer Alberta](#) for more detailed information based on the courses selected..

Career Potential:

Graduates of a Kinesiology Diploma program are equipped to pursue a wide variety of career paths in the health, fitness, sports, and rehabilitation fields. Some of the most common and rewarding career options include kinesiologist, athletic therapist, personal trainer, sports coach, exercise physiologist, sports nutritionist/dietitian, rehabilitation specialist, and health and wellness coach.

See Portage website for advanced career paths.

Office Administration Certificate

Certificate, Online

This 35-week program prepares you for immediate employment in a constantly changing office environment. You will obtain the knowledge and skills required to gain employment in administrative support positions in business, government, and non-governmental organizations.

The last component of the program is a three-week practicum placement aimed at providing on-the-job training, furthering your employment opportunities.

Admission Requirements:

Grade 11 or equivalent with credit in:

- English 20-2 or equivalent
- Math 10-3 or 60% in MATH 1041 (Portage College)

Students who do not meet the admission requirements contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

<u>Required Courses</u>		<u>Credits</u>
ACCT 101	Accounting	3
BUSI 107	Document Formatting I	3
BUSI 108	Document Formatting II	3
BUSI 113	Job Search	1
BUSI 115	Human relations for Business	1
BUSI 121	Integrated Projects I	1
BUSI 122	Integrated Projects II	1
BUSI 142	Business Practicum	1.5
COMA 101	Word Processing-Introductory	1
COMA 102	Word Processing-Intermediate	1
COMA 103	Word Processing-Advanced	1
COMA 111	Spreadsheets-Introductory	1
COMA 112	Spreadsheets-Intermediate	1
COMA 113	Spreadsheets-Advanced	1
COMA 115	Data Base-Introductory	1
COMA 116	Data Base-Intermediate	1
COMA 145	Introduction to Operating System Software	1
KEYB 136	Keyboarding	0.5
KEYB 138	Keyboarding	1
COMM123	Business Communications I	2
COMM124	Business Communications II	2
MATH 115	Business Math	3
OFFR 100	Office Management	3
		33

Career Potential:

Employment opportunities are not limited to private businesses. The Alberta government, colleges, municipalities, settlement, and band offices have all hired Office Administration graduates. Possible job opportunities are:

- Administrative assistant
- Human resources assistant
- Medical receptionist
- Receptionist
- Records management assistant
- Secretary

Practical Nurse

Diploma, On-Campus, Cold Lake, Lac La Biche, St. Paul

Our program emphasizes collaboration, health promotion, and family-centered nursing. You'll be equipped with the skills and knowledge required to work in a wide variety of health care settings, both rural and urban. Our enthusiastic, experienced instructors focus on building your competency in nursing practice through imaginative, innovative classroom and lab experiences. As a graduate, you'll be eligible to write the national licensing examination administered through the College of Licensed Practical Nurses of Alberta (CLPNA).

This two-year diploma program is delivered via blended delivery with some classes and all labs being offered in person, and some classes being offered online. Students in the first semester of their program can expect most of their classes to be online with in-person labs and exams.

Admission Requirements:

YEAR 1

High School Diploma Recommended

- Biology 30 with at least 60% or equivalency
- English Language Arts 30-2 with at least 70% or equivalency
- Math 20-2 at 60%
- Chemistry 30 strongly recommended.

NOTE: Those who do not meet admission requirements are encouraged to look into open studies

- Minimum age of 18 prior to first practicum placement
- Copy of CPR Heart & Stroke BLS for Healthcare Providers Certificate to be completed within 3 weeks prior to program's August start date to ensure certification remains valid through their first clinical.
- Current Immunization record, signed by a Canadian physician, nurse practitioner, or public health nurse - to be completed before clinical placement.
- Signed Immunization and Placement Disclosure Waiver Form.
- Health Status Questionnaire signed by a nurse practitioner or physician.
- Police Information Check & Vulnerable Sector Search - To be completed within 90 days of program start date.
- Refer to Moodle for minimum technical requirements.
- ESL - ALL students whose first language is not English must meet one of the following:

IELTS Academic Format with minimum scores as follows:

Listening 7.5; Reading 6.5; Writing 7.0; Speaking 7.0.

TOEFL iBT (internet Based) with minimum test scores as follows:

Listening 23; Reading 21; Writing 25; Speaking 22.

CELBAN, with a minimum test score as follows: Listening 10;

Reading 8; Writing 7; Speaking 7

NOTE: Testing must have been completed within two years prior to application to the program.

Transferability:

Transfer credit listed on the [ACAT \(Alberta Council on Admissions and Transfer\)](#) website will be approved for transfer credit to Portage College. Specific credit awards to a program

YEAR 2

Completion of Year 1 Nursing courses.

- Students new to Program must provide a Police Information Check & Vulnerable Sector Search
- English Language Proficiency (same guidelines as year 1)

Curriculum:

Year 1 Required Courses			Credits
BIOL	230	Anatomy I	3
COMM	135	Communications for Health Professionals	3
NURS	152	Health Assessment	4
HEED	105	Personal Health & Wellness	3
ENGL	102	Introductory Composition	3
PSYC	104	Introductory Psychology	3
NURS	148	Nursing Foundations: Introduction to Nursing	5
NURS	149	Nursing Foundation 2: Basic Nursing	7
NPRT	155	Nursing Practice 1: Continuing Care Practicum	5
PHRM	250	Pharmacotherapeutics for Health Professionals	3
BIOL	231	Physiology I	3
BIOL	232	Physiology II	3
			35

are subject to the requirements and regulations of the admitting program and may vary from the total credit awarded by Portage College. To determine if this program transfers to other institutions refer to the [ACAT website](#).

Think you might have courses similar? Check this site [Alberta Government Link](#) for agreements.

Prior Learning Assessments are available for the PN program. If you feel you have prior learning that you would like assessed or have questions about this assessment process, please contact one of our Student Advisors. Our Student Advisors can provide you with the Prior Learning Assessment guideline and related application form.

For more information on the processes of PLAR for the Practical Nursing program, [click here](#).

Career Potential:

Graduates will be eligible for jobs in acute care hospitals, continuing care centers, community care settings, client homes or doctor's offices. Practical nurses earn approximately \$26.45 to \$34.63 per hour.

Year 2 Required Courses			Credits
NPRT	210	Nursing Practice 2: Acute Care Practicum	4
SOCI	125	Sociology of Aging	3
NURS	200	Nursing Foundations 3: Medical Surgical Nursing	9
NURS	203	Nursing Foundations IV: Maternity	3
NURS	205	Nursing Foundations V: Pediatrics	3
NURS	206	Nursing Foundations VI: Community Nursing	3
NURS	204	Nursing Foundations VII: Mental Health	3
NURS	202	Transition to Professional Practice	3
NPRT	215	Nursing Practice 3: Acute Care Practicum	4
NURS	230	Nursing Practice Final Comprehensive Practicum	7
			42

Pre-Apprenticeship Carpentry

On-Campus, Lac La Biche, Blended Delivery

This program incorporates an Academic Upgrading portion which will be delivered online or blended, with courses unique to each student. Theory will be assessed through tests and exams, while performance-based outcomes will be assessed in the lab.

Students will each participate in an 8-week, 200-hour, trade-appropriate work placement which may be used for apprenticeship hours. Graduates are eligible to challenge the period one examination administered through Alberta Apprenticeship and Industry Training. Our enthusiastic, experienced instructors integrate individual learning needs and imaginative, innovative classroom and lab experiences.

Admission Requirements:

- Completion of English Language Arts 10-2 and Math 10-3 OR
- Completion of Portage College COMM 300 and MATH 300 courses

Students who do not meet the admission requirements can contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

<u>Required Courses</u>				<u>Credits</u>
CARP	145	Safety and Building Materials		1
CONT	120	Construction Safety Training Systems		0
DIAW	101	Diversity Awareness		0
CARP	170	Residential Estimating & Drawing		
		Interpretation		3
CARP	150	Tools		3
WORK	100	Work Experience		4
SAFE	085	Fall Protection		0
CMS	010	Common Safety Orientation		0
CARP	180	Shop		6
CARP	155	Site Preparation & Building Layout,		
		Foundations and Floor Frame Systems		3
				20

Career Potential:

Pre-Apprenticeship Carpentry prepares students for direct entry into employment and/or further studies.

Pre-Apprenticeship Heavy Equipment Technician

On Campus, Lac La Biche, Blended Delivery

This program starts with academic upgrading, then heavy equipment technician training – both theory and practical and concludes with on-the-job technical training. All students will receive support in job placements which may be used for apprenticeship hours. Students will each participate in an 8-week, 200-hour, trade-appropriate work placement. Upon completion, you will graduate with a certificate which will allow credits towards apprenticeship training in the future.

Admission Requirements:

- Completion of English Language Arts 10-2 and Math 10-3, OR
- Completion of Portage College COMM 300 and MATH 300 courses

**Students who do not meet the admission requirements can contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process.*

Curriculum:

Required Courses			Credits
HETA	105	Air Brakes	3
DIAW	101	Diversity Awareness	0
HETA	104	Electrical 1 & Electronics 1	3
HETA	103	Hydraulics 1 & Hydraulic Brake Systems	3
HETA	106	Lab / Practical Period 1	2
WORK	100	Work Experience	0
HETA	101	Standard Workplace Safety Materials & Tools	2
HETA	102	Suspension, Wheels, and Systems	3
CMS	010	Common Safety Orientation	0
CONT	120	Construction Safety Training Systems	0
			16

Career Potential:

Pre-Apprenticeship Heavy Equipment Technician prepares students for direct entry into employment and/or further studies.

Pre-Apprenticeship Welding

On-Campus, Lac La Biche, Blended Delivery

This unique Pre-apprenticeship program prepares students to enter the dynamic profession of Welding. This program incorporates an Academic Upgrading portion which will be delivered online or blended, with courses unique to each student. Theory will be assessed through tests and exams, while performance-based outcomes will be assessed in the lab.

Students will each participate in an 8-week, 200- hour, trade-appropriate work placement which may be used for apprenticeship hours. Graduates are eligible to challenge the period one examination administered through Alberta Apprenticeship and Industry Training. Our enthusiastic, experienced instructors integrate individual learning needs and imaginative, innovative classroom and lab experiences.

Admission Requirements:

- Completion of English Language Arts 10-2 & Math 10-3, OR
- Completion of Portage College COMM 300 and MATH 300 courses

Students who do not meet the admission requirements can contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

<u>Required Courses</u>		<u>Credits</u>
CONT 120	Construction Safety Training Systems (CSTS)	0
PWELD 161	Cutting Lab	1
DIAW 101	Diversity Awareness	0
PWELD 162	FCAW Lab	2
PWELD 177	GMAW, FCAW, MCAW, & Saw Theory	6
PWELD 178	GMAW Lab	1
CMS 010	Common Safety Orientation	0
WELD 172	Trades Math	2
PWELD 160	Welding Technology and Properties of Metal	4
PWELD 170	Workplace Safety and Tools	1
WORK 100	Work Experience	3
SAFE 085	Fall Protection	0
SAFE 073	Confined Space Entry	0
SAFE 072	H2S Alive	0
		20

Career Potential:

Pre-Apprenticeship Welding prepares students for direct entry into employment and/or further studies.

Pre-Employment Heavy Equipment Technician

Certificate, On-Campus, Lac La Biche

If you're interested in working with heavy vehicles, industrial heavy equipment, and commercial transport devices, the Pre-employment Heavy Equipment Technician program will get you started! Delivered on site at our Lac La Biche campus, this 12-week program will introduce you to hydraulics, electrical and electronics, brake systems, air brakes, hand, shop, and power tools, and workplace safety. Sometimes referred to as a Heavy-Duty Mechanic, the Heavy Equipment Technician is a high-demand career and after successfully passing the Pre-employment program you will have the opportunity to write the First Period Apprenticeship exam and begin your pathway towards a Red Seal trade.

Admission Requirements:

- English Language Arts 20-2
- Math 20-3
- Science 10
- Or Equivalent
- Or a pass mark in all five Canadian Adult Educational Credential (CAEC)

Curriculum:

Required Courses				Credits
HETA	105	Air Brakes		3
DIAW	101	Diversity Awareness		0
HETA	104	Electrical 1 & Electronics 1		3
HETA	103	Hydraulics 1 & hydraulic Brake Systems		3
HETA	106	Lab/Practical Period 1		2
HETA	101	Standard Workplace Safety Materials and Tools		2
HETA	102	Suspension, Wheels, and Systems		3
CMS	010	Common Safety Orientation		0
CONT	120	Construction Safety Training Systems (CSTS)		0
WORK	100	Work Experience		3
				19

Career Potential:

Heavy equipment technicians are typically employed by specialized repair shops or companies that own or lease heavy equipment used in construction, forestry, agriculture, mining, materials hauling and transportation industries. An experienced journey person may find opportunities to advance into supervisor or service manager positions.

Pre-Employment Welding

Certificate, On-Campus, Lac La Biche

Interested in obtaining training and employment in the welding field? This pre-employment program is recommended to those with a burning desire to get into a welding career, having little or no previous exposure. It provides 12 weeks of theory and practical in the classroom and shop.

You will also have the opportunity to attain safety training certification in:

- TDG, WHMIS, H2S Alive, Confined Space, Aerial Platform, Fall Protection and more - based on individual needs for employability enhancement.

Admission Requirements:

- English Language Arts 10-2
- Math 10-3

Students who do not meet the admission requirements can contact Student Services regarding opportunities for placement testing. Students will need to submit an application to the program to start this process

Curriculum:

Required Courses	Credits
PWELD 161 Cutting Lab	1
PWELD 162 FCAW Lab	2
PWELD 177 GMAW, FCAW, MCAW, & Saw Theory	5
PWELD 178 GMAW Lab	1
WELD 172 Trades Math	2
PWELD 160 Welding Technology and Properties of Metal	4
PWELD 170 Workplace Safety and Tools	1
CMS 010 Common Safety Orientation	0
CONT 120 Construction Safety Training Systems (CSTS)	0
DIAW 101 Diversity Awareness	0
	16

Career Potential:

Upon successful completion of the Portage College program, students will be given the opportunity to challenge the First Period Apprenticeship Welder exam. In passing the Provincial Apprenticeship exam, you will have the opportunity to work in industry as an apprentice welder, welder's helper, as well as other related jobs in the welding industry.

Pre-Health Science

Certificate, Lac La Biche, Online, Hyflex

The Pre-Health Sciences Certificate introduces students to diverse career options available in the health field. Students who have an interest in health care but are uncertain about career direction have an opportunity to explore fundamental concepts related to health. Students will also develop essential skills in studying, writing, information literacy and digital literacy which will prepare them for a successful career in a variety of environments and career pathways within the health field. This program is designed to be completed over one year and will include a combination of hyflex and online courses.

Admission Requirements:

- Biology 30
- English Language Arts 30-2 at 60%
- Math 30-2 at 60%

Transferability:

Transferable to other Alberta post-secondary institutions such as Athabasca University, Bow Valley College, the University of Alberta, and Concordia University. Please refer to [Transfer Alberta](#) for more detailed information based on the courses selected.

Career Potential:

A Pre-Health Science Certificate can open doors to a variety of career paths in the healthcare field. While the certificate itself is often a stepping stone for further education, it can help you prepare for roles such as Health Care Aide, Medical Office Assistant, Pharmacy Assistant, Laboratory Technician, and many more.

Students have the opportunity to continue their studies at Portage College in programs such as Primary Care Paramedic, Practical Nurse, or Advanced Care Paramedic.

For some of these careers, additional certification or education may be required, but the Pre-Health Science Certificate will provide a solid foundation for pursuing these paths or further training in specialized healthcare fields.

Curriculum:

Required Course		Credits
BIOL	230 Anatomy I	3
COMM	135 Communications for Health Professionals	3
INTD	205 Career Internship 1	3
ELEC	100 Elective	3
HEED	105 Personal Health & Wellness	3
BIOL	231 Physiology I	3
BIOL	232 Physiology II	3
ENGL	102 Introductory Composition	3
PSYC	104 Introductory Psychology	3
STAT	141 Introduction to Statistics & Research Methods	3
		30

Primary Care Paramedic

Certificate, Lac La Biche, Blended

Primary Care Paramedics (PCPs) are integral members of Emergency Medical Services and provide basic life support, medical and trauma care in health services and industrial settings. They may be the first to arrive on scene, they may be the only provider in remote areas, or they may work collaboratively in a team with other EMS/health care providers, first responders (i.e. Fire, Police) or community support agencies. Duties vary depending on the employment setting but responsibilities for PCPs include patient assessment, treatment, stabilization, and transportation.

Admission Requirements:

- Biology 30 with a minimum 60%
- English Language Arts 30-1 with a minimum 60%
OR English language Arts 30-2 with a minimum 70%
- Math 20-2 with a minimum 60%
- Chemistry 30 strongly recommended.
- Minimum age 18
- Required Documents following successful Selection Interview and Exam:
- Standard First Aid certification (issued within one year of course start date) or Medical First Responder Certificate or Emergency Medical Responder Certificate
- BLS - Heart and Stroke Foundation Basic Life Support for Health Care Provider (issued within one year of course start date)
- Photocopy of current Class 5 Alberta driver's license or class 4 Alberta Drivers license. Completed Portage College Waiver form
- Police Information Check and Vulnerable Sector Search within two months of program start date.
- Mandatory signed forms: Police Information Check, Immunization, Immunization and Placement Disclosure and Health Status Form.
- iPad, tablet, or smartphone for competency tracking with CompTracker Program. Please contact the program for additional details or questions.
- Please refer to Moodle for minimum technical requirements.
- ESL - ALL students whose first language is not English must meet one of the following:
 - IELTS Academic Format with minimum scores as follows: Listening 7.5; Reading 6.5; Writing 7.0; Speaking 7.0.
 - TOEFL iBT (internet Based) with minimum test scores as follows: Listening 23; Reading 21; Writing 25; Speaking 22.

NOTE: Testing must have been completed within two years prior to application to the program.

Curriculum:

Required Course			Credits
PCP	110	Ambulance Placement	5
BIOL	230	Anatomy I	3
PCP	111	Clinical Placement	1
COMM	135	Communications for Health Professionals	3
EMS	250	Professional Driving	1
EMRC	130	EMR Professionalism	1
PCP	130	Paramedic Foundations I	8
PCP	200	Paramedic Foundations II	8
PCP	210	Paramedics in Special Populations	4
HEED	105	Personal Health & Wellness	3
PHRM	250	Pharmacotherapeutics for Health Professionals	3
ACP	221	Physical Examination & History Gathering	3
BIOL	231	Physiology I	3
BIOL	232	Physiology II	3
PCP	220	Professional Paramedics	3
			52

Transferability:

For those interested in pursuing a career as an Advanced Care Paramedic, registration as a PCP with the Alberta College of Paramedics is a prerequisite for acceptance into Advanced Care Paramedic program.

Career Potential:

Primary Care Paramedic graduates may be employed in rural or urban ambulance services, in various industrial settings or with municipal fire departments.

University Studies Diploma

Cold Lake, Lac La Biche, St. Paul

The University Studies Diploma program at Portage College is for students looking to take a full-time program. The Program offers a range of transferable university courses that provide students with a foundation for pursuing further studies and career preparation in selected areas of Science, Arts, Health, Business, Education, and Human Services.

Students can select courses to meet their individual needs, bridge into diploma programs at Portage College, or transfer credits to other institutions, including universities.

Course credits are transferable to universities and colleges in Alberta.

Admission Requirements:

High School → A minimum average of 60% and no mark lower than 50% in the following courses:

- English Language Arts 30-1
- Four other 30 level courses (95 credits each) from the following list.
 - **Humanities:** Social Studies 30-1, 30-Level language other than English, Aboriginal Studies 30
 - **Fine Arts:** Art 30, Art 31, Dance 35, Drama 30, Music 30
 - **Sciences:** Biology 30, Chemistry 30, Science 30, Mathematics 30-1, Mathematics 30-2*, Mathematics 31 (Courses may be particular junior level science or mathematics university courses) **dependent on the program this course may not be accepted by other institutions as entrance requirements or pre-requisites.*
 - **Electives:** Physical Education 30, World Geography 30, Advanced CTS subjects (5 credits max)

Mature Student → 19 years of age or older, out of high school for at least one full year, and a minimum average of 60% with at least 50% in English Language Arts 30-1 and one other five credit Grade 12 course.

Open Studies Admission → Successful completion of nine credits

International Student Admission → Based on transcripts, students may need to complete Grade 12 English Proficiency exam and subject area proficiency exam based on the degree stream selection.

OTHER REQUIREMENTS

- Complete high school transcripts and post-secondary transcripts (if applicable)
- May be required to an interview with the instructor or coordinator.

To graduate with a University Studies Diploma, students must complete 60 credits according to the following requirements:

<u>Required Courses</u>			<u>Credits</u>
MINIMUM OF SIX CREDITS IN JUNIOR ENGLISH			
ENGL	106	Introduction to Drama & to Poetry	3
ENGL	108	Introduction to the Novel and the Short Story	3
			6
SIX CREDITS IN SCIENCE			
BIOL, CHEM, MATH, EASC, or combination			6
SIX CREDITS IN HUMANITIES			
Senior-level English, History, Philosophy, Religious Studies, etc.			6
*Max of 42 credits at the 100 junior level			60

Transferability:

Transfer Agreements are in place with many different post-secondary institutions across the province and country including the university of Alberta, the University of Calgary, and MacEwan University.

- Students are encouraged to check out partnership bachelor programs.

Career Potential:

Graduates of our University Programs are able to continue their studies in a degree programming such as a Bachelor of Arts, Business, Education, Science, Social Work, or Nursing.

Our University Transfer program also supports working professionals who need a university degree for career advancement.

University Transfer

Cold Lake, Lac La Biche, St. Paul

Our University Transfer Program allows students to attend as full-time or part-time students. Students can choose from a wide selection of university courses offered in person, hyflex, or online. Working with a student advisor, you can build a course plan to suit your future and get started right here at Portage College. Transfer to other post-secondary within the province with ease. Just one of the advantages of our program flexibility. You choose the courses that fit your schedule and accommodate your needs.

Entry 100 Level University Courses are free to high school students who meet the course requirements.

Admission Requirements:

High School → A minimum average of 60% and no mark lower than 50% in the following courses:

- English Language Arts 30-1
- Four other 30 level courses (95 credits each) from the following list.
 - Humanities: Social Studies 30-1, 30-Level language other than English, Aboriginal Studies 30
 - Fine Arts: Art 30, Art 31, Dance 35, Drama 30, Music 30
 - Sciences: Biology 30, Chemistry 30, Science 30, Mathematics 30-1, Mathematics 30-2*, Mathematics 31 (Courses may be particular junior level science or mathematics university courses) **dependent on the program this course may not be accepted by other institutions as entrance requirements or pre-requisites.*
 - Electives: Physical Education 30, World Geography 30, Advanced CTS subjects (5 credits max)

Mature Student → 19 years of age or older, out of high school for at least one full year, and a minimum average of 60% with at least 50% in English Language Arts 30-1 and one other five credit Grade 12 course.

Advisor-Assisted Admission → Students who do not meet other admission requirements are encouraged to discuss options for admission into the university transfer program with a Portage College Student Advisor.

Open Studies Admission → Successful completion of nine credits

Transferability:

This program has transfer options available, with up-to-date information accessible through the Alberta Council on Admissions and Transfer (ACAT) and/or the Transfer Department. Students are encouraged to check out our partnership bachelor programs.

Career Potential:

Graduates of our University Programs are able to continue their studies in a degree programming such as a Bachelor of Arts, Business, Education, Science, Social Work, or Nursing.

Our University Transfer program also supports working professionals who need a university degree for career advancement.

Discipline	Subject	Courses
Humanities	Anthropology	ANTH 110, ANTH260, ANTH 103, ANTH 207, ANTH 210, WGST 201
	Art	NATA 166, NATA 167, ARTH 101, ARTH 102, CLAS 102
	Drama	DRMA 101, DRMA 102
	Photography	PHTO 101
	English	ENGL 102, ENGL 106, ENGL 108, ENGL 200, ENGL 388
	French	FREN 101, FREN 102
	Cree	CREE 101, CREE102
	History	HIST 101, HIST 102, HIST 210, HIST 211, HIST 368
Mathematics	Statistics	STAT 141
Sciences	Computer Science	COMP 247, CSCR 101, COMP 166, COMP 106, COMP168, COMP 105, COMP 218, COMP 214, COMP 261, COMP245, COMP 256, COMP248, COMP205, COMP207, COMP206, COMP211
	Earth Sciences	EASC 205, EASC 101,
	Biology	BIOL 230, BIOL 207, BIOL 101, BIOL 102, BIOL 231, Biol 232, BIOL 208, KINS115, KINS110, KINS114, KINS220, KINS210, KINS112, KINS111, KINS118
	Chemistry	CHEM 101, CHEM 102
	Trades	TRAD 131
Business	Accounting	ACCT 115
	Business	BUSI 222, BUSI 223, BUSI 226, BUSL 261
	Economics	ECON 186, ECON 187
	Marketing	MARK 166
Education	Education	EDUC 250, EDPY 200, COMA 200, AEDU104, AEDU204, AEDU102, AEDU202, AEDU101, AEDU201, AEDU103, AEDU203
	Math	MATH 160, MATH 260, MATH100, STAT141
Health	Health Education	HEED 105, PHED 200, COMM 135
Social Sciences	Psychology	PSYC 104, PSYC 105, PYSC 202, PYSC 233, PSYC 241, PYSC 285, PHSC 275
	Sociology	SOCI 101, SOCI 125, SOCI 224, SOCI 225

NOTE: Some course may be tentative or subject to change. Additionally, not every course is offered every year and not every combination of courses is possible, due to timetable limitations.

Open Studies

Cold Lake, Lac La Biche, St. Paul

There are countless benefits of Open Studies, just one of them is flexibility.

Open Studies gives students the unique opportunity to experience more than one program at a time. Students in Open Studies enroll in individual courses rather than a complete program. This makes it a great option for those looking to take general interest courses or those who don't quite meet the entrance requirements for a specific program.

At Portage College, Open Studies can open doors for students who want to explore potential career paths in various fields like: [Practical Nursing](#), [Environmental Technologist](#) and [Community Social Work](#). Our goal is to help each student acquire a well-rounded general education with strong skills in a variety of areas.

Benefits for students:

- Choose the courses that will place you on your pathway to success
- Experience the benefits of a program designed as a bridge to help you choose the right path
- Lighten your academic course load when you are planning future full-time studies
- Gain admission requirements to other programs at Portage College or other post-secondary institutions

The Open Studies option is available to students at any of our main campus locations on either a full-time or part-time basis.

PLEASE NOTE: Admission requirements vary by individual course, so if you are interested in this option, you **must** meet with a Student Advisor before enrolling.

[Email](#) one of our Student Advisors or call toll-free 1-800-623-5551.